

Odyssey Steering Committee (OSC)
Meeting Minutes
Judicial Information Division
Wednesday, June 19, 2013
2:04 - 3:32 p.m.

Executive Subcommittee Members Present:

Judge Karen Mitchell, Chair
Steve Prisoc
Tom Feilmeier
Judge Michael Bustamante
Chief Justice Petra Jimenez-Maes
Judge Julie Altwies(video)

Executive Subcommittee Members Absent:

Artie Pepin

Guests Present:

Nick Behrmann
Deb Williamson
Peter Bochert(phone)

JID Staff Present:

Jane Davenport
Helen Miller
Trixi Bubemyre
Annie Hall

Voting Members Present:

Tobie Fouratt
Judge Sharon Walton(video)
Wendy Jones
Judge Richard Knowles
Judge Duane Castleberry
Arlene Baca
Renee Cascio
Lisa Farnum
Oscar Arevalo
Karen Janes
Judge Sarah Singleton(video)
Jamie Goldberg
Madeline Garcia(phone)
Oscar Arevalo

I. Approval of Agenda. Judge Mitchell called the meeting to order at 2:04 p.m. The agenda was accepted as presented.

II. Administrative Report. Steve Prisoc reported that the Hot Site is up and running properly for all courts throughout the state. Odyssey V12 has posed challenges and Mr. Prisoc reported that he has contacted Tyler with regards to these issues. It may be necessary to update to V13 in order to complete the Metropolitan Odyssey conversion successfully.

III. Master Schedule Summary. Tom Feilmeier referred to the document entitled "*Odyssey Steering Committee, June 2013*" The project plan has gone from six

hundred line items to almost one thousand twenty adding more level of detail, which allows for tracking on an hourly basis as opposed to daily or weekly. The project plan review is seventy percent complete. Date conversion is ahead of schedule and proceeding as planned.

Risks to November Go-live. Traffic Arraignment has been identified as needing significantly more development time than originally expected. Two development options are available: 1) have the internal development teams continue the development, which is estimated to take six to nine months, or 2) have Tyler do custom development, which would necessitate moving to V13. Both of those options would move the go-live date to the early part of 2014. Mr. Prisoc pointed out that having Tyler doing the traffic arraignment development would mean that Tyler would be responsible for the maintenance and reduce the workload on the BCMC staff for future years.

- Interfaces for a number of external agencies that talk to the AS400 (i.e.MVD, BCSO) have not been built. An audit is being done to define all the interfaces with AS400.
- Single staff supported areas such as Browse Docket and Traffic Arraignment present a significant risk to the project's timeline should any personnel in that area become unable to continue with the conversion as a result of sickness or an extended leave of absence for example. It is estimated that thirty to forty percent of the BCMC IT staffs' time is spent on helpdesk issues and AD HOC reporting requests.

Warrant Issues. Renee Cascio referred to a handout which discussed warrant statuses. The handout explained that JID and Metropolitan Court had dissimilar definitions for how words such as Served, Canceled, Recalled and Quashed were used in reference to warrant statuses. After discussion, it was decided that Served and Quashed would be the two statuses for warrants. Served will be used for any defendant who is personally served and arrested and for anyone who is issued a warrant and turns themselves in to the court. Quashed will be used for all cases withdrawn by the court for any good reason. This will cover all warrants.

Forms. The forms for BCMC are expected to be completed in July. Mr. Feilmeier inquired as to how new form and report requests are handled. Judge Mitchell observed that in the past there were instances where the information an individual court generated was different than what a state member generated for the media. There is a pressing need for standardization of reports in order that the information generated from an individual court, JID, or any other judiciary agency generate matching data. Mr. Prisoc recommended to JIFFY that all reports to members of

the press or media be run through JID in order to prevent conflicting reports being presented to the media. Mr. Prisoc proposed attempting to predefine reports where the program is developed and the courts can put in date parameters. Judge Mitchell suggested that Metropolitan Court have an opportunity to see the reports that can be run from Odyssey.

Financials. Mr. Feilmeier reported that there are \$323,000 in funds (not including \$310,000 from the computer enhancement fund) remaining for the Odyssey BCMC project which would cover the costs for a November go-live date. If the project runs into February or March of 2014, that will incur costs of \$50,000 per month until completion. The onsite Traffic Arraignment consultation costs will be \$20,000 per month. The addition of a JAVA developer would cost approximately \$20,000 per month. Tyler's custom development cost for Traffic Arraignment would run approximately \$90,000-\$100,000. (Note: Since the meeting, Tyler has raised their estimate to \$165,000).

IV. Odyssey BCMC Report. "Covered above in Mr. Feilmeier's Report". Dr. Williamson agreed that the project was moving forward and that staff was working well together.

IV & V Report. Nick Behrmann stated that the largest single risk that he observed was the change in project management at JID from Marlin Mackey to Tom Feilmeier. Mr. Behrmann feels that this risk no longer exists. Tom Feilmeier has created a cooperative, professional atmosphere between BCMC, JID and Tyler. The conversion is going well and the developers are now involved in the weekly meetings.

V. Future Meetings – The next meeting is scheduled for Wednesday, July 17, 2013, 2:00 p.m., at JID in Santa Fe.

VI. Adjourn. Judge Mitchell adjourned the meeting at 3:32 p.m.